

*To be completed by ALL ITQ Project PI*

<b>Interim Report Improving Teacher Quality Higher Education Program No Child Left Behind FY 2007-08 S.C. COMMISSION ON HIGHER EDUCATION</b>	
<b>Project Title:</b>	
<b>Institution:</b>	
<b>Grant Period from:</b> _____ <b>to</b> _____	
<b>Project Director</b>  <b>Address:</b>   <b>Phone Number:</b> <b>E-mail:</b>	<b>Name/Title:</b>
	<b>Signature:</b> _____ <b>Date:</b> _____

**Please return two completed copies of this report by December 15, 2007 to:**

**Dr. Paula Gregg  
Academic Affairs and Licensing  
S.C. Commission on Higher Education  
1333 Main Street, Suite 200  
Columbia, S.C. 29201**

**Reports may also be e-mailed to:**

**[pgregg@che.sc.gov](mailto:pgregg@che.sc.gov)**

The progress report should succinctly discuss the following:

**A. Project Activities**

1. Describe the major activities which have occurred during the reporting period and how these meet the goals and objectives of the proposal.

2. Describe evaluation activities used to date and their results. Be sure to include assessment of teacher content knowledge as well as K-12 student learning.

- 3. Describe any problems (administrative or programmatic) which have been encountered and how they were resolved.**

- 4. Describe activities to be completed during the remaining project period.**

- 5. Identify the cooperating institution(s)/LEA(s) and describe their contributions (financially and programmatic).**

## **B. Financial Report**

Provide a financial report using the attached form. It must cover the reporting period and be prepared and signed by the institutional fiscal office or grants officer. This report should indicate cumulative ITQ Title II fund expenditures. If matching funds have been used please indicate these also. The financial report must be signed by the financial officer.

# INTERIM FINANCIAL REPORT

## Improving Teacher Quality

### Higher Education Grants Program

Project Year 2007-08	Approved Budget	Title II Budget Expenditures	Other Funds	Other Funds Expenditures	Explanation of Expenditures (This should include breakdown of funds to partners)	CHE USE
1. Key Personnel(Faculty/Administration)						
A. Salaries						
1						
2						
B. Fringe Benefits						
2. Support Personnel						
A. Salaries						
1						
B. Fringe Benefits						
<b>Total Personnel Costs</b>						
3. Participant Costs						
a. Laptops, Cameras, Software, etc						
b. Materials						
c. Travel						
d. Room and Board						
e. Other						
<b>Total Participant Costs</b>						
4. Supplies						
a. English Dept. Supplies						
b.						
5. Equipment						
a.						

## INTERIM FINANCIAL REPORT

### Improving Teacher Quality Higher Education Grants Program

Project Year 2007-08	Approved Budget	Title II Budget Expenditures	Other Funds	Other Funds Expenditures	Explanation of Expenditures (This should include breakdown of funds to partners)	CHE USE
6. Additional Costs						
a. Evaluators						
7. Other Travel (State Employees)						
<b>Total Direct Costs</b>						

Prepared By: \_\_\_\_\_ Date: \_\_\_\_\_

(Institutional Fiscal Officer)

To the best of my knowledge and belief, data in this Interim Report are true and correct, and accurately represent the activities, results and expenditures of the project.

Project Director: \_\_\_\_\_ Date: \_\_\_\_\_